



City of Lacey, Washington Lacey City Council Worksession Minutes

Tuesday, April 9, 2024

6:00 PM

Council Chambers and Online

1. Call to Order

Mayor Andy Ryder called the meeting to order at 6:00 p.m.

2. Roll Call

Council Present

Mayor Andy Ryder
Deputy Mayor Malcolm Miller
Councilmember Michael Steadman
Councilmember Carolyn Cox
Councilmember Robin Vazquez
Councilmember Nicolas Dunning

Council Excused

Councilmember Lenny Greenstein

Staff Present

Rick Walk, City Manager
Shannon Kelley-Fong, Assistant City Manager
Troy Woo, Finance Director
Vanessa Dolbee, Community and Economic Development Director
Sarah Hock, Joint Animal Services Executive Director
Chelsea Yarwood, Accounting Manager
Sarah Schelling, Senior Planner
Paul J. White, Deputy City Clerk

3. Land Acknowledgment

Mayor Ryder presented the abbreviated Land Acknowledgment.

4. Approval of the Agenda

Councilmember Vazquez moved to approve the agenda. Councilmember Cox seconded. Motion carried.

5. Agenda Items

A. Joint Animal Services Update

Sarah Hock, Executive Director, Joint Animal Services

Executive Director Hock described the work of Joint Animal Services and the Joint Animal Services Commission. Accomplishments during 2023 were celebrated, and measurable outcomes were summarized. Hock summarized needed facility repairs in 2023-2024, and presented key findings of the Animal Services Capital Facilities Plan. Advantages and disadvantages related to selecting a new facility location were discussed.

B. Budget Amendment Briefing - Proposition 1 Financial Strategy

Rick Walk, City Manager

Troy Woo, Finance Director

Finance Director Woo presented an update on the financial strategy related to implementation of a sales and use tax for law enforcement protection. The distribution of tax proceeds between the county and cities was described and Lacey's annual distribution was estimated at \$2.1 million. Woo summarized the public safety needs outlined in Resolution No. 1140 and outlined projected costs for identified enhancements. A budget amendment ordinance is expected to be presented to the City Council on May 7, 2024, including authorization for capital purchases, new positions, and associated costs.

C. City Council Purchasing Card Training

Chelsea Yarwood, Accounting Manager

Accounting Manager Yarwood provided an overview of changes to the City's purchasing card program, including restrictions and controls on card use. Yarwood explained that cards will be issued to individuals authorized by department directors and will carry limits on transaction amount and type. Administration, activation, and reconciliation procedures were summarized.

D. Community and Economic Development Activity Update

Sarah Schelling, Senior Planner



Senior Planner Schelling provided the annual development update, including statistics on new multi- and single-family dwelling units, permit issuance, and status of active land-use projects. Schelling summarized pending land-use project applications and responded to councilmember questions.

6. Adjourn

Mayor Ryder adjourned the meeting at 7:47 p.m.

Minutes approved May 7, 2024.

